

# **24-hour Assessment/Interviewing Curriculum Topic Outline**

## **Alcohol/Drug Assessment**

**Minimum 7 hours total  
Includes minimum 3 hours practice**

- What questions to ask in an assessment  
(Using the topics required in the rules, discuss pertinent questions in each area)
- Which probing questions are appropriate under each topic area
- How to get the most out of the questions  
(What specific answers might mean in determining evidence or criteria)
- How do you read between the lines of client answers
- Clarification and quantification of answers
- Evidence vs. criteria
- What evidence falls under each of the DSM criteria
- How to determine if a person meets the criteria for a particular label
- Practice scenarios to pick out criteria from information provided

## **Interviewing**

**Minimum 9 hours total  
Includes minimum 5 hours practice**

- Why is rapport building important
- How to build rapport
- Non-verbal cues
- Effective listening
- Starting with benign questions—why and how
- Open vs. closed questions
- What are probing questions and how do they work
- What is resistance and why is it there
- Ways of meeting with resistance and overcoming it
- Closing the session
- Working within a short time frame
- Lifespan issues  
(age, gender, culture, language, literacy, disabilities)
- Practice all interview skills
  - Building rapport
  - Open and closed questions
  - Probing
  - Resistance
  - Asking assessment questions

## **Clinical Impression**

**Minimum 2 hours**

- What do you tell the client about your impression
- How do you tell the client your impression
- Justifying the recommendations to the client, to treatment providers, to court
- Getting agreement with recommendations
- How to handle refusal of recommendations

## **Screening Instruments**

**Minimum 1 hour**

- Purpose of using screening instruments in programs
  - Validity—to support evidence from interview
  - Determine honesty of the client
  - Does not replace interview
  - Helps identify other issues (mental health)
- Independent training requirements
- Examples (public domain, copyrighted, homemade questionnaires)
  - Where to get them
  - What they are
  - How they are used
  - List commonly seen ones in the state (may have to get this info from IJC)

## **Topics Covered in Staff Orientation**

**5 hours**

(Do not include in contractor-proposed curriculum)

### **Assessment and Referral (2½ hours)**

- Using foundation information and applying it specifically to court programs
- How the rules are applied to the assessment process

### **Determining Mental Health Referrals (2½ hours)**

- General symptoms of common psychiatric disorders
- General information on psychotropic meds and what they are used to treat
- How to determine when a mental health referral for further evaluation is appropriate specific to court programs
- How to document mental health issues in court program assessments